

COUNCIL OF THE CHEROKEE NATION
EXECUTIVE & FINANCE COMMITTEE REPORT

Group: Financial Resources **Month/Year of Report:** September 2019

Treasurer: Tralynna Scott **Phone:** 453-5052 **E-mail:** tralynna-scott@cherokee.org

- I. Budget Highlights – through August
 - a.) Financial Resources – 86% spent
 - b.) Treasurer – 57% spent
 - c.) IIM – 92% spent
 - d.) Acquisition Management – 83% spent
 - e.) Records Management – 46% spent
 - f.) Support Services – 78% spent
 - g.) Grant Services – 91%
 - h.) Fleet Management – 73%
 - i.) Employee Performance Incentive – 56% spent
 - j.) Grant Development for CNB – 52% spent
 - k.) DOJ CTAS 2017 – 94%
- II. Program Highlights
 - a.) Departmental Goals
 - 1. Complete FY18 Audit – 100% Complete
 - 2. Obtain Unmodified Audit Opinion – 100% complete
 - 3. No Material Weaknesses on Single Audit – 100% complete
 - 4. Obtain GFOA Award for FY17 CAFR – 100% complete
 - 5. Reports completed & submitted for September 2019 – 100% completion
 - b.) Compliance
 - 1. Line of Credit – no outstanding borrowings
 - c.) Accomplishments
 - 1. Staff attended multiple webinars, trainings and conferences for grants management
 - 2. Staff attended Inforum in New Orleans, LA

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d.) Upcoming Events

1. Various grant trainings scheduled for October 2019
2. Staff to attend NAFOA
3. Year end preparations underway
4. Audit pre-planning underway

	A	B	C
1	Cherokee Nation Acquisition Management Year-To-Date Bid Report Over \$5,000 Transactions FY 2019		% of sub-total - TERO vendor submitted Bid
2	Award to TERO Vendor	\$ 10,338,053.38	94.80%
3	Award to non-TERO Vendor	\$ 567,056.25	5.20%
4	Sub-total bids with a TERO vendor participating	\$ 10,905,109.63	100.0%
5	Bid - no bids submitted by TERO Vendors	\$ 2,665,403.24	
6			
7	October 1, 2018 through August 31, 2019		

**Executive & Finance Committee
Career Services
September Monthly Report
Diane Kelley, Executive Director**

The **Day Training Program** had 17 participants enter unsubsidized employment. Two were with Cherokee Nation, five were externally, and ten were with CNB/CNI.

Career Services has received notification that our request to add programs to our **PL 102-477** Plan was approved. The **NACTEP** (Department of Education), **TET** (Department of Labor), and the **NHE – Opioid** (Department of Labor) programs will now be a part of the 477 Plan. This will allow us to provide employment and training services to participants more effectively and efficiently, and reduce our administrative costs.

The **Disability Employment Initiative (DEI)** staff continues to be engaged in the American



Dream Employment Network monthly training and conference calls. We are working with our first client, who is a Social Security Ticket Holder. We will be

securing a Work Experience site for her and will be working with her on benefits planning. The goal is that by working full time, she will be able to be off of her Social Security Benefits within one year.

The **DEI** program partnered with the Claremore Industrial and Economic Development Authority Light of Hope, Rogers County District Attorney's Office, Oklahoma Works, Northeast Work Force Board and the Claremore Community Center to bring the first Reverse Job Fair to the area. Fourteen job seekers and eight employers participated. The reverse job fair was a twist on the traditional job search. The job seeker was placed behind the table sharing their employment goals. Using their resume and visual aids, candidates showcased their skills, personalities, and abilities to prospective employers. Employers moved amongst the room, visiting the tables of job-seekers to find potential employees that were best suited for their business needs. This allowed the employer a more efficient process while also enabling the job-seeker to have deeper ownership in the management of their career.



The **DEI** Advisory Group met for a quarterly meeting. Updates and numbers on the grant were shared. The group participated in a brainstorming session about customized training, Disability Employment Initiative Day, Manufacturing Day and working with businesses on employing individuals with disabilities. The Career Services **Tribal Economic Development (TED)**

Program and the **Coming Home Reentry Program** both presented informative information about their grants.

Disability Employment Initiative Participant Success:

Shannon Middleton, an employee at Hastings Hospital in Tahlequah, Oklahoma, is a successful participant in the Disability Employment Initiative, a grant awarded to Cherokee Nation Career Services through the Department of Labor. “The counselors in Career Services helped me when I moved to Tahlequah, from Oklahoma City,” said Middleton. “I was at the lowest point in my life and they did everything they could to help me find a job and get back on my feet.” Middleton was pursuing a degree as an RN, in OKC, but family hardships and the death of her mother forced her to put that dream on hold. Middleton took office jobs in order to care for her father who was sick and help take care of her grandchildren. “My dad passed away and unfortunately, not long after that, I was the victim of a violent assault,” said Middleton. “I just couldn’t bring myself to live in a big city



anywhere where there is so much crime.” Middleton came to Tahlequah for a visit and decided to stay. “It’s just so pretty here,” said Middleton. “The day I came to Tahlequah, I went to Cherokee Nation to see what opportunities they had to assist me with finding a job.” Within two weeks Career Services helped Middleton find a job as a custodian at Hastings Hospital through. “Not everyone wants to do custodial work but I am happy because I love my job and I love the people I work with,” said Middleton. “I was hired full time which means I have healthcare benefits, and a steady paycheck. “I owe everything to Cherokee Nation and Career Services for what I have now,” said Middleton. “I might not have much but I have a job, a place to live, and the dream of going back to college someday.”



The **Trade and Economic Transition Program (TET)** Tulsa office has had a busy month with retail layoffs in the area. GameStop, Ross, Freddy’s, and others have announced store closings. Nancy Davidson, Tulsa Job Developer, visits these locations and presents to Workforce employees to discuss program opportunities. Susan Thompson, Tulsa Career Specialist operated in Owasso with a few businesses closing and visited with Clary Sage and Community Care College to discuss the ability of their students being eligible for funding through the program.



State Farm Insurance and Capital One both saw substantial layoffs in the Tulsa area this month. Susan Thompson, Tulsa Career Specialist, presented information on **TET-NDWG** to over 100 attendees at State Farm Rapid Response. Feedback responses from the attendees were extremely positive.

Career Services staff participated in **Tribal TANF** Orientation



with the Muskogee Creek Nation and the Oklahoma Dept. of Human Services' staff development; these are pictures of the meeting



that the **JOBS/TANF** hosted.



Career Services staff participated in Eagle Sun training for the new **JOBS/Tribal TANF** training (to transition cases from the Oklahoma Department of Human Services).

The charter members of our JOBS Tribal TANF program. Front row L-R: Jordan Holderby, Jacky England, Lindsey Williams, Nancy Davidson, Jonathan Crittenden, Ryan Reed, Brenda Fitzgerald, Jennifer Weber, Heather McGinnis, Robert Fourkiller, Austin Patton, Isaac Barnoski. Back Row L-R: Jennifer Edison, Holly Riddle, Susan Thompson, Christy Stites, Kenneth Wolfe. Not pictured are Ann Broad, Lavonne Ely.



Job Fairs and Other Events:

Keep up to date with future Job Fairs at: www.cherokee.org/jobfairs

Brad Eubanks is point of contact for Community Meetings.

Commerce Group

Securing and enhancing the financial well-being of Cherokee people, businesses and communities

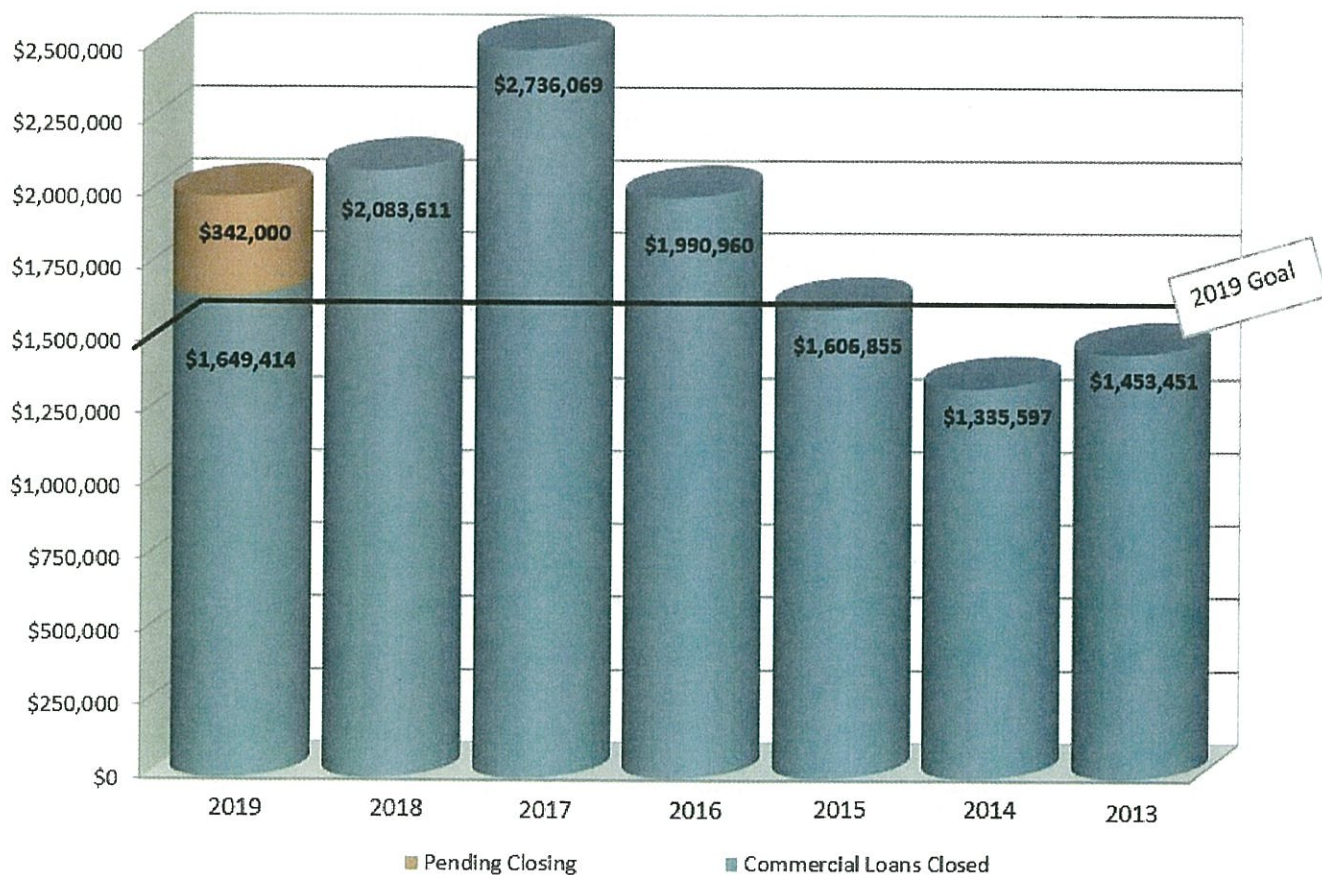
Anna Knight, Executive Director
918-453-5532
anna-knight@cherokee.org

Community and Economic Impact



**Since 2010 Cherokee Nation Community
Investment: \$15,912,179.51 in 323
Privately-owned Small Businesses**

Dollars Invested in the Local Economy Through Small Business Lending



"I greatly appreciate the help that I received from Cherokee Nation in obtaining my small business loan. Everyone was very helpful and answered all questions that I had."

– Angie Smith, Smith Bait, Tackle, and Fish, Stilwell, OK

Small Business Loans Closed September 2019

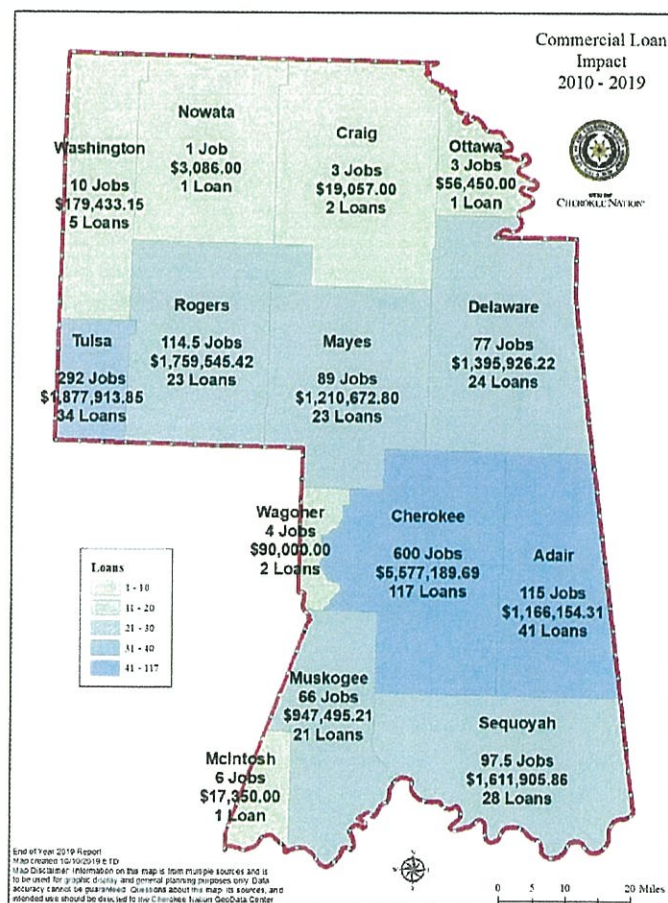
Community	Loan Purpose	Project Costs	Owner Equity	Jobs
Tulsa	Service	\$31,779	53%	4
Hulbert	Agriculture	\$611,000	92%	2
Muskogee	Agriculture	\$50,700	55%	1
Porum	Service	\$366,100	73%	6

Commercial Lending Pipeline (Commercial requests submitted)

Community	County	Business Type	Startup or Expansion
Muldrow	Sequoyah	Child Care	Start-up
Colcord	Delaware	Retail Service	Start-up

Commercial Lending Impact 2010 through 2019 by County

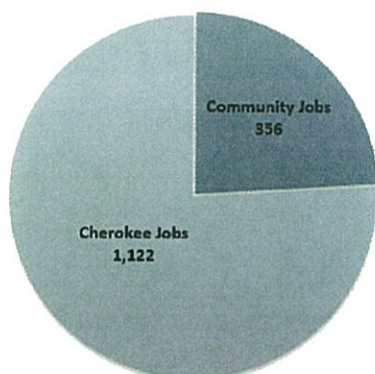
County	Economic Investment	Loans	Jobs
Adair	\$1,166,154	41	115
Cherokee	\$5,577,190	117	600
Craig	\$19,057	2	3
Delaware	\$1,395,926	24	77
Mayes	\$1,210,673	23	89
McIntosh	\$17,350	1	6
Muskogee	\$947,495	21	66
Nowata	\$3,086	1	1
Ottawa	\$56,450	1	3
Rogers	\$1,759,545	23	114
Sequoyah	\$1,611,906	28	98
Tulsa	\$1,877,914	34	292
Wagoner	\$90,000	2	4
Washington	\$179,433	5	10
Totals	\$15,912,180	323	1,478



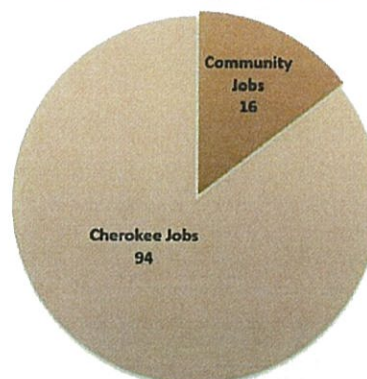
Businesses Create Community Based Jobs

Private Sector Jobs Created or Retained by Small Business Lending

Jobs Created FY10-19



Jobs Created FY 2019



Cherokee Nation Economic Development Trust Authority

A Cherokee Nation chartered nonprofit corporation
certified as a Community Development Financial Institution

Lending Assets

Available Commercial Capital	\$2,404,424
Available Consumer Capital	\$1,081,260
Approved Grants Pending Distribution	\$186,142
Approved Grants Pending Receipt	\$0
Total Available Capital	\$3,671,826
Outstanding Commercial Loans	\$9,031,434
Outstanding Consumer Loans	\$1,877,127
Total Outstanding Loans	\$10,908,561

CNEDTA small business loans not only create jobs but spur private sector economic investments at an approximate rate of 2 private dollars for every CNEDTA dollar: **FY19 loans leveraged \$3,396,751 in private dollars and since 2015, CNEDTA loans have leveraged \$28,551,522 in private dollars.**

Entrepreneurial and Small Business Training

Entrepreneurial capacity building, through one-on-one assistance and in workshop settings, is available throughout the year to help entrepreneurs with business planning, strategic growth, marketing assistance, social media marketing, cash flow management, procurement and affordable financing.

In 2019, Business training workshops attracted 4,043 people representing Indian owned businesses. Additionally, **153 entrepreneurs** received **one-on-one business coaching**.

Business/Entrepreneur Workshops			
Date	Location	Time	Workshop
October 22	Tahlequah	9:00 am	Northeast Oklahoma Regional Alliance Regional Summit
November 21	Hard Rock Casino	8:00 am	SBAC Engage Expo and Vendor Fair
December 10	Wagoner	8:00 am	ICTC, REI Business Breakfast

Community Based Business Coaching		
Community	Address	Dates
Pryor	Cherokee Nation Career Services - 2945 Hwy 69A	1st Tuesday Each Month
Bartlesville	Rogers State University - 401 S Dewey - Room 808	2nd Thursday Each Month
Sallisaw	Cherokee Nation HACN - 100 E. Choctaw	3rd Tuesday Each Month
Tulsa	Cherokee Nation Career Services - 10837 E Marshall St., Ste. 101	2nd Tuesday Each Month
Claremore	Cherokee Nation HACN - 23205 S Hwy 66	4th Thursday Each Month
Jay	Cherokee Nation HACN - 109 13 th St.	4th Monday Each Month

Commerce Business Coach Brian Wagnon brian-wagnon@cherokee.org or 918-506-9168

Kawi Café a model experiential entrepreneurship training program

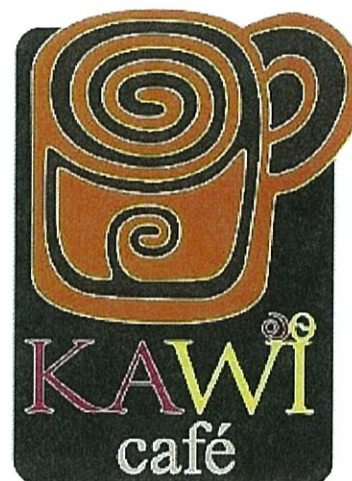
Managed by Commerce business coaches, we partner with Career Services Day Training and Re-entry Programs to find Kawi participants. *This is not a culinary arts program.*

- Total Graduates 92
- Total Re-entry/Recent Offenders 47
- Total Day Training 45
- Total Opening Small Business 5

****All participants have been low income American Indians. Stipends for participants are paid by Career Services and a Commerce Services grant.**

The Kawi Café program is an awesome experience on learning skills to run a business with hands on training and life skill classes.

Candice Daughtery, Tahlequah, OK



Entrepreneur Skills Learned by Kawi Participants



Small Business Ownership

- Business Planning
- Marketing



Business Management

- Staffing
- Marketing



Job Skills

- Interpersonal Skills
- Work Hours

CN Procurement Awarded to Certified Cherokee/Indian-Owned Small Business 68.70% of CIOB Eligible Procurement Opportunities were awarded to CIOBs



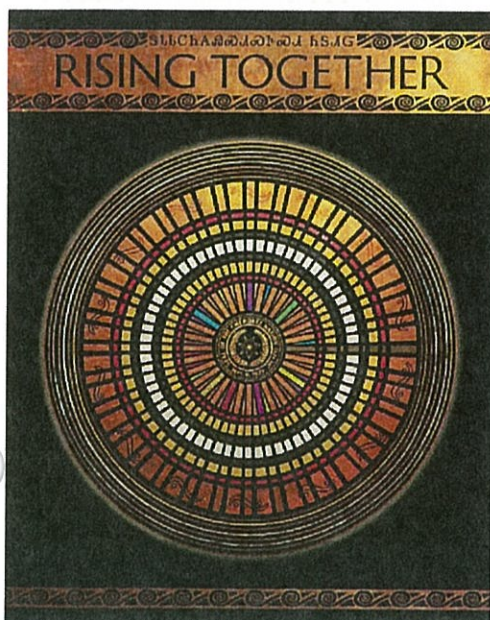
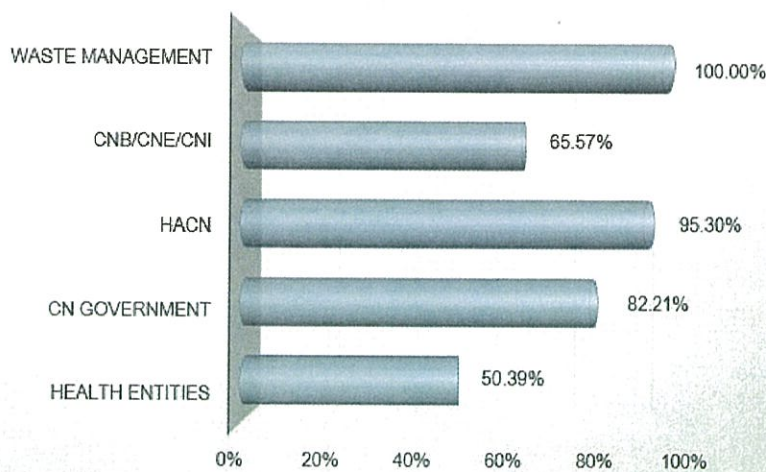
TERO Procurement Opportunities	
Entity	% Awarded
CN Government	94.80%
CNE	65.68%
Health Entities	100.0%
CNI	41.37%
Waste Management	0.00%

Health Entities are PACE/Elder Care and Cherokee Nation Home Health

CNB Procurement Submission versus Awards				
Eligible Opportunities	TERO Bid Submissions		Bids Awarded With Participation	
October 2018 - September 2019	% bids submitted	# bids submitted	% of submissions	# of submissions
326	38.34%	125	62.40%	78

72.71% of Employees are registered Cherokee Nation Citizens

Includes companies majority owned; does not include temporary or government contract employees



The Cherokee National Holiday was a success!
This is the largest event in the Cherokee Nation and it was hosted by 521 volunteers with 6,290 hours.

This year's theme was "Rising Together". If you need any information regarding the holiday, please contact Bayly Wright at bayly-wright@cherokee.org

Artists as Entrepreneurs and Community Tourism as Economic Development

Increasing the business capacity of our artists and tourism capacity of our communities

The Cherokee Arts Center provides teaching space and specialized equipment for artists to increase their revenues. Year to date, **1,288 people have attended 303 artist taught classes** and the **equipment has been used 1,668 times by 1,098 artists**. One artist space is used exclusively by the Cherokee National Treasures to both work and teach class. Year to date artists have taken advantage of the **Cherokee Arts Center 2,939 times**.

"Thank you so much for everything the CAC does to help me! CAC is such a great resource for me and has always been so good to help me even before I was a National Treasure. Anytime I need help with printing, working with Photoshop, or want to discuss ideas for art CAC is always there and so gracious. CAC assist me with getting my work in there at the Spider Gallery and by offering to do little things, like picking my work up and entering it into the inventory there. Sometimes, it feels overwhelming to juggle being an artist with a full-time job and being a single mother. CAC makes all that a little easier and I appreciate all their hard work so much!!"

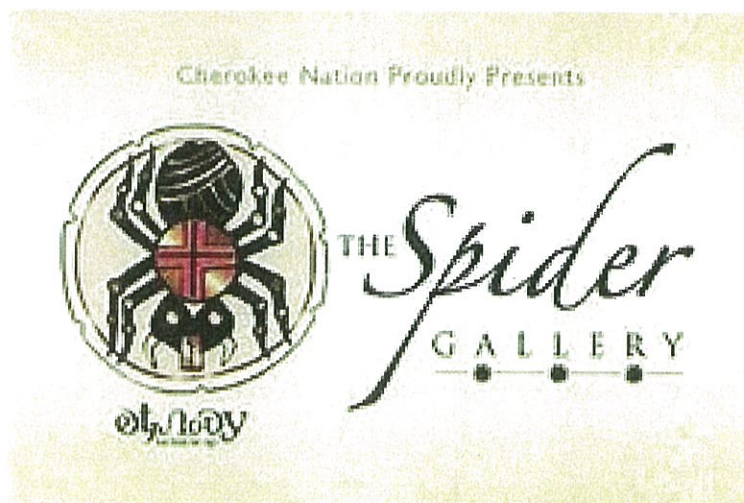
- Candessa Tehee, Ph.D.
Cherokee National Treasure
Tahlequah, OK

Cherokee Arts Center		
Registration is necessary and all classes are fee based, paid directly to artists		
Date	Time	Class
Every Monday	6:00-8:00 pm	Jewelry Making Class
Every Wednesday	9:00-5:30 pm	Shell Carving
Every Thursday	4:00-5:30 pm	ICW Cultural Art Class
Every Thursday	6:00-8:00 pm	Metalsmithing with Steve
Every Friday	7:00-9:00 pm	Life Drawing with Matt
Every Saturday	10:00-1:00 pm	Watercolor with Paula Hefley
Every Saturday	1:00-3:00 pm	Beginners Metalsmithing Class
Every Sunday	10:00-3:00 pm	Jewelry Making Class
October 8 th (2 nd Tuesday)	6:30-9:00 pm	SEIAA Monthly Meeting

The Spider Gallery **currently represents 140 Cherokee Nation artists, 20 of which are National Treasures.**

Year to date 3,202 visits have been made to the Gallery.

Artists have earned \$80,173.06



2019 Grant Applications Underway and Recently Submitted: Pending and Approved

*Please note some grants are submitted under the
Cherokee Nation Economic Development Trust Authority (CNEDTA)*

Grant Submitted	Purpose	Funding Year	Amount Requested	Status	Notes
USDA Rural Business Development (RBDG)	Small Business	2019	\$500,000	Informal Award Notification	Commercial Lending
US Treasury CDFI	Small Business	2019	\$770,000	Awarded	CNEDTA – Commercial Lending
USDA Rural Business Development (RBDG)	Retail Center Road Access	2019	\$250,250	Awarded	Partnership with City of Stilwell
USDA Rural Business Development (RBDG)	Small Business	2019	\$149,520	Awarded	Increasing staff capacity
SBA PRIME	Small Business	2019	\$150,000	Awarded	Continue Kawi Operations – re-entry/ex-offenders
National Endowment for the Arts	Cherokee Arts Center	2019	\$30,000	Awarded	Expand child Art Therapy Classes in partnership with ICW
USDA Socially Disadvantaged Grant	Community - Capacity Building for Community Nonprofits	2019	\$200,000	Awarded	Board Development, Succession Planning and Financial Management
HUD ROSS SC	Financial Education	2019	\$416,377	Awarded	Connect HACN residents with self-sufficiency counseling Partnership with HACN, 3 year project
USDA Rural Business Development (RBDG)	Technical Assistance	2019	\$63,000	Awarded	Technical Assistance
USDA Rural Business Socially Disadvantage (SDGG)	Technical Assistance	2020	\$175,000	Awarded	Community Tourism
US Treasury CDFI	Consumer	2020	\$1,000,000	Submitted	Consumer Lending
SBA Prime	Small Business	2020	\$150,000	Submitted	Continue Kawi Operations